



**CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM**

DATE: September 27, 2019
TO: Mayor Chris Riley and City Council Members
FROM: Kelly Kuenstler, City Manager
SUBJECT: Pre-City Council Meeting Report

Human Resources

- Vacant Positions
 - Fire Department
 - Two Fire Engineers – Skills Testing September 27, 2019.
 - Library Director – Rosie Amaya was selected as the new Library Director and will start October 1, 2019. Ms. Amaya is the current Library Director at the Joe Barnhart Bee County Library in Beeville Texas. Ms. Amaya has a Master’s in English and a Master’s in Library Science. We are excited for Ms. Amaya to join our team.
 - Assistant Finance Director – New Assistant Finance, Director Floyd Massick first day is September 30, 2019.

Court

Weekly Date for Community Service	Hrs. Scheduled	Hrs. Completed	Public Works	Fire Dept. (Hours)	Municipal Court (Hours)	Library (Hours)	Outside The City (Hours)
09/08/2019 - 09/14/2019							
09/15/2019 - 09/21/2019	201						

Court Dates	# Of Cases Scheduled	# Of Defendants Scheduled	# Of Cases Processed During Court
9/19/2019	518	357	259

Public Works

- Projects:
 - The LC-17 crew is forming on Channel # 2 for concrete pouring.
 - Blacksmith Lane & Wagon Spoke Sewer/Water Main Replacement – contractor has completed the work and we will perform a walk through with them today, before issuing the final check.
 - Leon Valley Street Maintenance Year 2 – the company is continuing with the ADA sidewalk ramp construction and will then seal coat Forest Meadow.

- Staff sent the bus shelter designs to VIA for their final approval. Once received, the bus shelter artwork will be installed.
- Bexar County Flood Control will be performing a mill & overlay of El Verde Road, once the LC-17 construction has been completed. They will also realign the drainage swales on the sides of El Verde Road so that proper drainage of the street is restored.
- Shade structures for the large playground at Raymond Rimkus Park have been installed, with the exception of one. A part was missing from the shipment. The part is expected to be delivered today and they will continue installing the last shade. They will also be backfilling adjacent picnic slabs.
- Staff is working with CPS Energy and ClearResult to identify ways the City can reduce their energy usage at city facilities.
- SAWS repaired their recycled water main leak and the creek is finally drying out.
- Bexar County is moving forward with the installation of flood gates along Poss and Evers. They expect to install them late September or early October.
- Staff is contacting construction and landscaping companies for the remodel of the restrooms at the Leon Valley Community Pool and installation of landscaping in the adjacent vacant lot.
- Waiting for Council approval of a budget adjustment Ordinance to start the Grass Hill generator, Forest Meadow drainage improvements, and the Huebner at Balky crosswalk projects.
- Assisting with construction of pavilion at The Ridge at Leon Valley Park.
- Repairing sidewalk along Crownpiece.
- Filling pothole on Timco.
- Performing walk through with electrical contractor for possible maintenance agreement to provide yearly maintenance of electrical systems at each city facility.
- Replacing broken water meters city-wide.
- Replaced broken sprinkler heads at city facilities.
- Replacing broken curbstops city-wide.
- Performing Preventative Maintenance on all Public Works vehicles and equipment.
- Taking vehicles for annual inspection.
- Training
 - Crew member will be taking Pest Control class this week in order to obtain the license.
 - New Crewmember taking herbicide application class and testing, as a part of the new street sweeping program.
 - New employees preparing to take CDL tests.

Police Department

Please see below information on police activity over the listed period. Have a great day!

- Arrest
 - 9-09-19 – 5700 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 9-09-19 – 6000 Bandera Rd. –Traffic Stop – One cited/released – Vehicle Impounded
 - 9-09-19 – 5700 Bandera Rd. – Crash – One cited/released – Vehicle Impounded
 - 9-09-19 – 6000 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 9-09-19 – 6300 Bandera Rd. – Wanted person – One arrested on active warrant
 - 9-10-19 – 5600 Bandera Rd. – Theft < \$100 – One arrested/cited/released
 - 9-10-19 – 6000 Bandera Rd. – Traffic Stop – One arrested Unlawfully Carrying (Handgun) & Possession of Marijuana < 2 oz. – Vehicle Impounded
 - 9-11-19 – 6500 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 9-11-19 – 5600 Bandera RD. – Theft < \$100 – One arrested/cited/released
 - 9-11-19 – 6200 Bandera RD. – Traffic Stop – One cited/released – Vehicle Impounded
 - 9-12-19 – 5600 Bandera Rd. – Theft < \$100 – One arrested/cited/released
 - 9-12-19 – 5700 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 9-13-19 – 5600 Grissom Rd. – Traffic Stop – One cited/released – Vehicle Impounded

- 9-13-19 – 5900 Wurzbach Rd. – Emergency Detention – One arrested/released at hospital
- 9-13-19 – 6800 Forest Crest N. – Traffic Stop – One arrested for Unlawfully Carrying (Handgun) & Assault Family Violence – Vehicle Impounded
- 9-14-19 – 5300 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 9-14-19 – 6900 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 9-14-19 – 5400 Wurzbach Rd. - Traffic Stop – One cited/released – Vehicle Impounded
- 9-14-19 – 5400 Hurley – Traffic Stop – One cited/released – Vehicle Impounded
- 9-15-19 – 7000 Forest Moss – Emergency Detention – One arrested/released at hospital
- 9-15-19 – 7000 Settlers Ridge – Traffic Stop – One arrested for Unlawfully Carrying Weapon & Possession of Marijuana < 2 oz. – Vehicle Impounded
- 9-16-19 – 9500 Evers Rd. – Wanted person – One arrested on active county warrant
- 9-17-19 – 5600 Evers Rd. – Public Intoxication – One arrested/released at Detox unit
- 9-17-19 – Bandera/Poss Rd. – One arrested for Driving While Intoxicated – Vehicle Impounded
- 9-18-19 – 6900 Forest Leaf – Violation of City Ordinance – Junk Vehicle
- 9-18-19 – 5600 Bandera Rd. – Theft \$100-750 – One arrested for offense
- 9-18-19 – 7100 Bandera Rd. – Assault/Family Violence – One arrested for offense
- 9-18-19 – 5600 Bandera Rd. – Theft < \$100 – One arrested/cited/released
- 9-19-19 – 6800 Blacksmith – Emergency Detention – One arrested/released at hospital
- 9-20-19 – 6600 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 9-20-19 – 6900 Huebner Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 9-20-19 – Bandera at NW Loop 410 – Violation of City Ordinance – One cited/released Haven for Hope
- 9-20-19 – 6600 Huebner Rd. – One arrested for Criminal Trespass
- 9-21-19 – 6300 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 9-21-19 – 5200 Evers Rd. – Traffic Stop – One arrested for Driving While Intoxicated – Vehicle Impounded
- 9-21-19 – 7000 Mill Wheel – Emergency Detention – One arrested/released at hospital
- 9-22-19 – 5800 Ardisana – Traffic Stop – One cited/released – Vehicle Impounded
- 9-22-19 – 4700 Timco W. – Traffic Stop – One cited/released – Vehicle Impounded
- 9-22-19 – 5900 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 9-22-19 – 6900 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- Significant Calls
 - 9-09-19 – 6400 Seneca – Violation of City Ordinance (Curfew violation)
 - 9-09-19 – 5500 Saffron Way – Violation of City Ordinance (Inoperable vehicle)
 - 9-09-19 – 5600 Bandera Rd. – Crash
 - 9-09-19 – 6600 Bandera Rd. – Crash
 - 9-09-19 – 5700 Bandera Rd. – Crash
 - 9-09-19 – 6600 Bandera Rd. – Crash
 - 9-09-19 – 5900 Wurzbach Rd. – Burglary of a Vehicle
 - 9-09-19 – 5700 Bandera Rd. – Crash
 - 9-09-19 – 7100 Bandera Rd. – Crash
 - 9-09-19 – 7100 Bandera Rd. – Theft of a Vehicle
 - 9-09-19 – 7300 Reindeer Trail – Burglary of a Vehicle
 - 9-10-19 – 5600 NW Loop 410 Crash
 - 9-10-19 – 6700 Bandera Rd. – Crash
 - 9-10-19 – 7200 Bandera Rd. – Crash
 - 9-10-19 – 6800 Bandera Rd. – Alarm
 - 9-11-19 – 5700 Water Crest – Alarm
 - 9-11-19 – 6500 Hoffs – Found Open Garage Door
 - 9-11-19 – 6700 Poss Rd. – Burglary of a Vehicle
 - 9-11-19 – 6600 Bandera Rd. – Crash

- 9-11-19 – 6900 Bandera Rd. – Crash
- 9-11-19 – 7200 Bandera Rd. – Crash
- 9-11-19 – 6600 Bandera Rd. – Crash
- 9-11-19 – 6900 Bandera Rd. – Crash
- 9-11-19 – 7400 Huebner Rd. – Crash
- 9-11-19 – 7200 Bandera Rd. – Crash
- 9-11-19 – 5600 Evers Rd. – Missing person
- 9-11-19 – 5900 Wurzbach Rd. – Hit and Run Crash
- 9-12-19 – 6600 Bandera Rd. – Recovered Stolen Vehicle
- 9-12-19 – 6300 Evers Rd. – Missing Person
- 9-12-19 – 6100 Bandera Rd. – Crash
- 9-12-19 – 5600 Bandera Rd. – Suspicious person
- 9-12-19 – 6300 Handsome Lake – Violation of City Ordinance (Inoperable Vehicle)
- 9-13-19 – 6100 Sun Dial – Theft
- 9-13-19 – 5500 Bandera Rd. – Alarm
- 9-13-19 – 5600 Bandera Rd. – Crash
- 9-13-19 – 5900 Bandera Rd. – Suspicious Person
- 9-13-19 – 6400 Bandera Rd. – Crash
- 9-14-19 – 6400 Bandera Rd. – Crash X2
- 9-14-19 – 5600 Evers Rd. – Alarm
- 9-14-19 – 6900 Poss Rd. – Crash
- 9-14-19 – 6700 Bandera Rd. – Assault by Contact
- 9-14-19 – 5400 Bandera Rd. – Alarm
- 9-14-19 – 6900 Bandera Rd. – Alarm
- 9-14-19 – 5600 Bandera Rd. – Theft < \$100
- 9-15-19 – 6300 Balky – Criminal Mischief \$100-750
- 9-15-19 – 5400 Bandera Rd. – Alarm
- 9-15-19 – 5400 Bandera Rd. – Alarm
- 9-15-19 – 6500 Bandera Rd. – Found Open Door
- 9-15-19 – 6900 Bandera Rd. - Crash
- 9-16-19 – 5600 Evers Rd. – Theft \$0-100
- 9-16-19 – 6100 Bandera Rd. – Crash
- 9-16-19 – 6700 Rue Marielyne – Criminal Trespass
- 9-16-19 – 5600 Evers Rd. – Runaway
- 9-16-19 – 5400 Bandera Rd. – Alarm
- 9-16-19 – 6600 Bandera Rd. – Alarm
- 9-16-19 – 5600 Bandera Rd. – Crash
- 9-16-19 – 6200 Setting Sun – Apparent Sudden Death
- 9-17-19 – 6400 Evers Rd. – Crash
- 9-17-19 – 6900 Grissom Rd. – Crash
- 9-17-19 – 5600 Bandera RD. – Crash
- 9-17-19 – Bandera Rd. @ NW Loop 410 – Crash
- 9-17-19 – 6400 Trotter Ln. – Dog Bite
- 9-17-19 – Cherryleaf @ Grass Valley – Crash
- 9-17-19 – 6100 Wurzbach Rd. – Alarm
- 9-18-19 – 7000 Forest Grove – Runaway
- 9-18-19 – 6600 Clover Bend – Burglary/vehicle
- 9-18-19 – 6700 Poss Rd. – Harassment
- 9-18-19 – 5700 Loop 410 – Crash
- 9-18-19 – 6800 Bandera Rd. – Crash
- 9-18-19 – Chaparral @ Deer Lane – Crash

- 9-19-19 – 6300 Rue Sophie – Burglary of a Vehicle
- 9-19-19 – 6600 Bandera Rd. – Alarm
- 9-19-19 – 5300 Bandera Rd. – Alarm
- 9-19-19 – 7000 Bandera Rd. – Crash
- 9-19-19 – 5700 NW Loop 410 – Crash
- 9-20-19 – Grissom Rd. at Bandera Rd. – Crash
- 9-20-19 – 5700 Evers Rd. – Alarm
- 9-20-19 – Bandera Rd. at Wurzbach Rd. – Crash
- 9-20-19 – 6700 Bandera Rd. – Crash
- 9-20-19 – 7100 Bandera Rd. – Crash
- 9-20-19 – 6000 Bandera Rd. – Crash
- 9-20-19 – 6500 Hoofs Lane – Crash
- 9-20-19 – 5600 Bandera Rd. – Crash
- 9-20-19 – 5900 Bandera Rd. – Hit and Run Crash
- 9-21-19 – 6000 Bandera Rd. – Forgery
- 9-22-19 – 6000 Cammie Way – Runaway Traffic
- Citations - 108
- Warnings – 56
- Cases filed by CID, Seven (7):
 - Three (3) Assault Family Violence
 - One (1) Burglary of a Habitation
 - One (1) Aggravated Assault – Family Violence
 - One (1) Evading Arrest, – Vehicle
 - One (1) Injury to Elderly
- CID Activity/Active Investigations
 - Three (3) Sexual Assault of a Child (Known Family Member or Friend)
 - Failure to Identify
 - Vicious Dog Criminal
 - Ongoing meetings with the District Attorney’s Office
 - Fifteen (15) walk in complaints were handled
 - Copied sixteen (16) DVDs for District Attorney’s Office
 - Registered One (1) Sex Offender
 - Assisted Selma PD with Credit Card Abuse Investigation
- Code Enforcement
 - (02) Junked/abandoned/illegal vehicles
 - (01) Side yard parking
 - (08) Blocked sidewalk violations
 - (20) Trash complaints
 - (22) Bandit signs
 - (02) Grass/weed violations
 - (05) Violation of City Ordinance Notice Letters
- Animal Control
 - (05) Stray dog (02) were returned home
 - (03) Dead animals
 - (28) At large dog calls
 - (08) Wild animal calls
 - (04) Missing Dogs
 - (04) Missing Cat
 - (06) Aggressive dog calls
 - (04) Rabies registrations
 - (02) TNR

- (06) Pet noise complaints
- Traffic Unit Reporting Period Activity:
 - Active traffic assignments include school zones before and after school neighborhood speeding/traffic concerns including Marshall High School on Lobo Ln, Leon Valley Elementary, 6600 Bandera at the Walgreens, Bandera and Seneca, Evers Rd, and Linkwood.
 - Reporting Period Activity:
 - Moving Violations 93
 - Non-Moving Violations 17
 - Warnings 21
 - Vehicles Impounded 03
 - VCO 04
 - STEP Program
 - Hours worked 31
 - Citations Issued 110
 - DWI Arrests 00
- Impound Lot
 - Vehicles Towed: 34
 - Traffic: 37
 - Arrest: 07
 - VOC 00
- Training
 - 9-6-19 - Sgt. Burleson and Officer Azar attended A Look Inside The Violence of a Criminal Mind – A Public Shooter in the Making
 - 9-12-19 – Officer Azar, Sgt. Urdiales, Sgt. Burleson, Officer Breton, Detective King, Detective Brooks, and Officer Rodriguez attended Legislative Updates
 - 9-18-19 – Sgt. Urdiales, Officer Rodriguez, and Sgt. Burleson Texas Public Information Act Seminar
 - 9-18-19 – Detective Alonzo, Detective King, and Detective Wells attended Child Sex Victim class
 - 9-16-19 – Sgt Gonzales attended the Cultural Diversity Class.
 - 9-09-19 – Sgt Gonzales attended a three-day Crisis Communication Class.
- Volunteer Activity
 - Chief Salvaggio , Lt. Anderson, and Detective Brooks continue to work closely with Texas.
 - Special Olympics on planning for numerous upcoming fundraising events.
 - Officer Breton participated in a public safety video interview for Telemundo.
 - Five Officers participated in the 911 tower climb.
 - Two Officers participated in official ceremonies to remember the 9-11 tragedies
 - Eight Officers raised \$1250 at the Dunkin Donuts Cops for a Cause to benefit Texas Special Olympics.

Fire Department

- **Annual Flu Shots (community service)** - The Fire Department will administer free flu shots to all city employees with the intention to prevent an outbreak in the workplace. This proactive initiative protects our health, saves money and time. We will notify all employees with an email once the order is received.
- **Fire Recovery USA (cost recovery)** – The Fire department has received an incident recovery total collection in the amount of **\$43,462.73** to date with 45 active runs, and 10 denials by insurance companies.
- **Annual Fire Prevention Month (community service)** – The Fire department is preparing for Fire Prevention Month consisting of planned educational activities and educate with our inflatable fire prevention smoke house. Leon Valley Firefighters visit all schools and daycares spreading the message

of fire safety throughout the month. In addition, we have Fire Prevention poster contests and present business donated prizes. If you would like to donate please contact us at (210) 684-3219.

- **Annual Breast Cancer Awareness Month & START Center for Cancer Care Support (community service)** – The Fire department sales Breast Cancer Awareness T-Shirts and all donations go towards gift basket items. We deliver cancer warrior gift bags annually to the START Center for Cancer Care. These gift bags have various items to assist in the support of those who are fighting cancer and going through cancer treatment. (Travel size new items, i.e. Gasoline gift cards, Toothbrush w/toothpaste, Scarfs, Mouthwash, Sanitizer, Cookies, Gum, Hard candy, Mints, Decaffeinated and herbal teas, Chapstick, Games, puzzles, books, crossword puzzle, Water, Gatorade, Small pillow, Small blanket etc.) We accept donated new items.
- **2019-2020 Back to School Supply Drive! (community service)** – We delivered all of the school supplies to the Leon Valley Schools on August 22, 2019 prior to the first day of school. Thank you to everyone who donated school supplies.
- **Soap Box Derby (community service)** – **Thank you** Maribel for all your hard work and dedication. The Fire Department has been assisting alongside Leon Valley businesses/resident owners with different aspects of the planning the Soap Box Derby. Great Family Fun! We are excited about this event and look forward to your participation! “Soap Box Derby Race, Food Vendors, Music, Award Ceremony!

Community Development Department

- Zoning Code/Comprehensive Plan Revisions
 - The Zoning Commission held meetings in September and October to discuss revisions to the City’s zoning code. These meetings included discussion on mixed-use and redevelopment, particularly along the Bandera Road Corridor. However, the current comprehensive plan and future land Use plan (which is a component of the Comprehensive Plan) do not go into detail on these topics; particularly on Bandera Road.
 - The Comprehensive Plan is a policy document, created by the community that guides among many things, the formulation/implementation of zoning. So it’s important that discussion regarding mixed-use, redevelopment, and infill also occur at a comprehensive planning and community level first, before the zoning code revision process continues.
 - Future updates and revisions to the City’s Comprehensive Master Plan were discussed at the City’s Town Hall meeting on January 26, 2019. Among the concerns that Leon Valley Citizens had regarding future development, was economic and neighborhood stability.
 - Staff is in the process of Developing a Request for Proposals for qualified firms to provide assistance to the City in developing necessary updates to the Plan. Among the Comprehensive Planning elements that Staff plans to address in the RFP are, Fiscal Impact Analysis, Future Land Use Planning, and Transportation Planning.
- Zoning Commission
 - The Zoning Commission held a Special Meeting on Tuesday, September 24, 2019. The following items were considered:
 - ZC-2019-02 (Zone Change) - A Zone Change to Remove the Sustainability Overlay District Classification at 6617 Evers Road. **Tabled**
 - SUP-2019-01 (Specific Use Permit) - A Specific Use Permit for a Self-Service Carwash, Full-Service Car Wash, and Auto-Detailing at 6617 Evers Road. **Tabled**
 - SUP-2019-09 (Specific Use Permit) – A Specific Use Permit for Entertainment Indoor at 6400 Bandera Road; generally located at Grass Hill Drive and Bandera Road. **Approved**
 - SUP-2019-10 (Specific Use Permit) – A Specific Use Permit for Entertainment Indoor Use at 6504 Bandera Road; generally located on the west side of Bandera Road approximately 200 feet north of Seneca Drive. **Approved**
 - CA-2019-06 (Code Amendment) - An amendment to Article 15.02, Zoning Code, establishing the “PD” Planned Development Zoning District and associated use and development standards. **Tabled**

- The next Zoning Commission meeting is tentatively scheduled for Tuesday, October 8, 2019. The following items are tentatively scheduled for consideration:
- CA-2019-06 (Code Amendment) - An amendment to Article 15.02, Zoning Code, establishing the “PD” Planned Development Zoning District and associated use and development standards.
- Board of Adjustment
 - Staff has received a request for a variance at 6617 Evers Road. This request is currently on hold pending the outcome of the associated zone change and SUP for this property.
 - The Board of Adjustment is tentatively planning to hold a special meeting in September to hold a training session for newly adopted variance criteria.
- Plats
 - Staff has an open replat request by Huebner Dirt Investments Ltd. for 2.418 acres located on Huebner Road. The replat would potentially create 3 lots. The land is undeveloped and is currently zoned B-1 and B-2. The applicant plans to request a rezoning of the property and has postponed his plat application until that time. An SUP will also be required for new commercial development on the site because it is adjacent to residential zoning.
 - Staff has received an amending plat request for Linkwood Addition Lots 8 & 9. This purpose of this plat is to combine these two lots into one lot in order to facilitate the development of this tract which is generally located just south of Bush’s Chicken.
- City Council
 - The Planning and Zoning Department has the following development related Items scheduled for consideration at the September 30, 2019 City Council meeting:
 - SUP-2019-09 (Specific Use Permit) – A Specific Use Permit for Entertainment Indoor at 6400 Bandera Road; generally located at Grass Hill Drive and Bandera Road. (1st Reading)
 - SUP-2019-10 (Specific Use Permit) – A Specific Use Permit for Entertainment Indoor Use at 6504 Bandera Road; generally located on the west side of Bandera Road. (1st Reading)
 - CA-2019-10 (Code Amendment) - An amendment to Article 15.02, and Chapter 15, Zoning Code, Appendix C, Sustainability, Gateway, and Commercial/Industrial Overlay District Standards, regarding requirements for building materials and aesthetic methods for construction. (2nd Reading)
 - CA-2019-12 (Code Amendment) - An amendment to Chapter 15, Zoning Code, Appendix C, regarding minimum rear yard setback requirements in the Sustainability Overlay District. (2nd Reading)
- Permitting and Records
 - 46 Walk-Ins
 - 71 Building Permits Issued/Processed (including trade permits)
 - Received 7 Certificate of Occupancy Applications
 - Issued 4 Certificates of Occupancy

Economic Development

- Attended State Comptroller Session about Abatement, TIRZ, and Incentive Tools. Kerrville, Texas – 09/12/2019
- Attended Northwest San Antonio Chamber of Commerce networking breakfast – 09/17/2019
- Attended Northwest San Antonio Chamber of Commerce Luncheon – 09/18/2019
- Participated in AACOG Committee Economic Development Strategy meeting – 09/19/2019
- Facilitated Side Code Update Advisory Committee meeting – 09/23/2019
- Working with State Representative Ray Lopez to relocate office in Leon Valley
- Facilitated ONIT Team meeting – 09/25/2019

- Built and submitted ONIT update presentation for city council
- Requested CPS Energy small business savings flyer to be distributed to Leon Valley businesses
- Enforcement:
 - 5601 Bandera #103 – Game Stop - Site Visit, No Certificate of Occupancy
 - 5601 Bandera #115 – Boost Mobile – Notice of Violation, Non-permitted Signage
 - 7015 Bandera #12 – Water City – Notice of Violation, Outside Storage
 - 7015 Bandera #14 – 365 Pool and Spa – Notice of Violation – Outside storage/Hazardous materials
 - 6821 Bandera – PR Center – Site visit, requested by owner to discuss multiple violations and action plan
 - 6501 Bandera – Halftime Cuts – Notice of violation, Noise and Signage
- Fire and Zoning Inspections:
 - 7047 Bandera – Tom Gueringer State Farm Insurance
 - 5601 Bandera #106 – Topaz Dentistry and Braces (Re-inspection)
 - 5601 Bandera #113 – iBrow Bar
 - 5648 NW Loop 410 – Custom Sounds and Tint
 - 5415 Bandera #501 – Grace Church
 - 6226 Bandera (main building) – Byrider Auto
 - 6226 Bandera (Service Department) – Byrider Auto
 - 7322 Reindeer Trail – The Paint Shop
 - 5718 Evers – Moroccan Bites Tagine
 - 5504 Bandera #610 – Next Level Performance
- ED Contacts:
 - Investment Realty Co – Joanne Mirelez
 - Nationwide Insurance – Brady Wyant
 - New York Life Insurance Company – William Mclaughlin
- Stop Work Orders:
 - None issued
- Certificate of Occupancies
 - 5504 Bandera Rd Ste 618-Steadfast Automotive
 - 6807 Bandera- Carvel Skate Center
 - 5628 Nw Loop 410- Custom Sounds & Tint
 - 6959 Bandera Rd-Aj Shoes (Change Of Address Per Cps And Owner’s Request)

City Secretary

- Since the last report the City has done nothing but work on open record requests.
- Prepared documents responsive to open record requests or submitted appropriate correspondence to the Texas Attorney General.

Library

- John Von Grueigen’s Retirement Lunch on Wednesday September 26th was very nice. Public works prepared a barbecue and the library brought a cake and sides. Attendees brought sides as well. Every City Department was represented at the lunch. John’s last day will be October 1st marking his 30th year working for the City of Leon Valley.

Upcoming Events:

- Next Regular City Council Meeting Monday, September 30, 2019, at 6:00 p.m. in Council Chambers.
- National Night Out October 1, 2019, from 5:00 p.m. – 9:00 p.m.
- Soap Box Derby, Saturday, October 12, 2019, from 8:00 a.m. until 5:00 p.m. on Evers Road and the Leon Valley Community and Conference Centers.

- Halloween Party October 26, 2019, at the Leon Valley Community Center and Leon Valley Library from 9:00 a.m. to 2:00 p.m. Events are as followed: 9:00 a.m. -12:00 p.m. Arbor Day Tree Adoption on the Community Center Porch, 9:00 a.m. - 2:00 p.m. Trash to Treasure sale at the Community Center by Northwest Seniors, 10:00 a.m. - 11:00 a.m. Pet Costume Contest on the Grass area in front of the Community Center, 10:00 a.m. - 12:00 p.m. Library Halloween Fall Festival.
- Coffee with the Mayor and City Council, Saturday, October 19, 2019, from 9:00 a.m. until 11:00 a.m. at the Conference Center.
- Annual Christmas Tree Lighting December 2, 2019, at 5:30 p.m. at the Leon Valley Conference Center.
- Annual Breakfast with Santa on December 7, 2019, at the Community Center Sponsored by the Friends of the Leon Valley Public Library and the Leon Valley Public Library from 8:00 a.m. - 10:30 a.m.
- Library Events
 - 8-Week Yoga Series on Sundays Presented by Yoga Seva: October 6th – November 24th
 - Saturday, October 26th from 10 am – 12 noon Library Fall Festival
 - Annual Stuffed Animal Sleepover:
 - Friday, November 15th: 3:30-6pm stuffed animal drop-off. Be sure to watch Facebook in the evening or early morning to see what the stuffed animals are up to.
 - Saturday, November 16th: Breakfast with stuffed animals/pick-up from sleepover 10-11:30am.
- Committee Meetings:
 - 10/03/2019 – 2019 Home Rule Charter Review Committee at 6:30 p.m. at City Hall.
 - 10/07/2019 - 2019 Home Rule Charter Review Committee at 6:30 p.m. at City Hall.
 - 10/10/2019 – Library Board of Trustees meeting at 5:30 p.m. in the Library.
 - 10/10/2019 – Park Commission meeting at 6:30 p.m. at the Conference Center.
 - 10/08/2019 – Zoning Commission meeting at 6:00 p.m. in the Council Chambers.
 - 10/16/2019 – Citizens Police Advisory Committee meeting at 6:00 p.m. at City Hall.